

Utilize one centralized, online, multi-currency system providing intuitive tools to manage bid packages from REQ/RFQ to RFP to Purchase Order.

Purchasing Setup

Define and replicate time-saving project templates for procurement framework. Procurement templates define workflows including approved suppliers, default letters, terms, conditions, PO and CO text, etc. Customize purchasing setup by buyer, site, project and accounting company.

Requisition Manager

Generate and track Requests for Quote (RFQ) with system-enforced workflows for WBS, Supplier Data Requirement List (SDRL), planned schedules, approvals, technical and commercial documentation, revision updates, status reports, etc.

ProjectTools links information from related internal and external business units to streamline the procurement process.

With a few clicks of the mouse, select approved suppliers for the RFQ from lists defined according to rank, geographic region, country, services, commodity codes, and manufacturers. Import standard terms and conditions, standard line items and expected costs.

Route bid packages for online review and approval using the ProjectTools routing wizard.

Suppliers bid online using ProjectTools intuitive format. Uniform bid responses simplify buyer evaluations and comparisons with the ability to rate and rank all bids from a single screen.

Transition easily from RFQ to Request for Purchase Order (RFP), verify met requirements, confirm delivery dates and schedules as well as specify milestone payments and warranty terms.

Feature	Benefit
Standardized packages	Promotes consistent, efficient and time-saving procurement processes
Schedule planning	Facilitates timely service and equipment delivery
Standard forms and documents	Online platform improves information integrity, uniformity and efficiency
Routings & Approvals	Create, distribute and track procurement packages for online review and approval
Request Response System	Promotes communication and problem-solving during the procurement process
Online bidding	Simplifies bidding, evaluation and award process
Centralized system	Allows visibility into each procurement task and promotes accountability

Purchase Order

Award purchase orders and electronically route them to suppliers. Request, approve and manage change orders. ProjectTools integrated system updates information from purchase orders and change orders to related areas of ProjectTools eliminating double entry.

Materials Manager

Integration with ProjectTools Procurement means that all released purchase order and change order information is available to authorized materials managers anywhere in the world. Instant access to critical information allows easy coordination and tracking of expediting, shipping and receiving.

Expeditors develop and execute logistics strategies using real-time information. Schedule, assign, and log correspondence with suppliers. Monitor slippages and quality while documenting shipping releases and storage requirements.

ProjectTools user-friendly system links Receiving data, site inspections,

Supplier Manager

Maintain a database of suppliers to score and track for Historically Underutilized Businesses (HUB). Easily add, organize, and find suppliers with defined manufacturers, commodity codes and geographic region.

shortages, surplus and damage information to equipment managers. Construction Managers update equipment required dates with information linked directly to expeditors. Linked communication between suppliers, subs, and team members facilitates effective team collaboration and accountability to protect the bottom line.

Quality Surveillance

Create Quality Surveillance Plans (QSPs) and manage budget information by job or PO. Build custom Inspection Test Plans (ITPs) and assign internal or external inspectors. Receive site visit reports and photos electronically directly from the field to immediately communicate progress.